

FINANCE COMMITTEE

MINUTES

The Finance Committee of the City of Willmar met on Thursday , May 23rd, 2019 in Conference Room No. 1 at the City Office Building.

Present:	Audrey Nelsen Chair
	Rick FagerlieVice Chairman
	Andrew PlowmanMember
	Julie Asmus Member

Others present: Finance Director Steve Okins, Park and Recreation Director Rob Baumgarn, Representatives from Willmar Baseball Association and the Willmar Stingers.

Item No. 1 Call to Order

The meeting was called to order at 5:15p.m.

Item No. 2 Public Comments

Members of the public were present to express concerns about the proposed Lease with the Willmar Stinger baseball organization. Some of the concerns expressed were in regards to the availability of the concession stand for other organizations like the VFW, Legion and Youth Baseball when they have events at the Stadium and the length of the Lease as proposed.

Item No. 3 Recommended Action Items for the Council

Willmar Stinger Lease Agreement - Motion

Staff presented a proposed lease with the Willmar Stinger Organization. The Willmar Stingers have had two (2) previous 5 year leases, with the current lease to expire in August of 2019. The proposed Lease is for a period of 10 years and would run thru August 25, 2029. The lease would set the per game rate at \$450 per game in 2020 with a rate of \$350 per game for Saturdays and Sundays with a projected \$10 increase per game per year for the duration of the contract. An additional change would require the Stinger Organization to clean the facility after each home game, which would save the City an estimated \$7,000 per season. In exchange for them cleaning the grounds the city would exchange the advertising rights, office space and storage and concession stand.

It was the recommendation of the Parks and Recreation Board to renew the lease agreement with the Stingers as presented. The committee discussed with Staff, representatives of the Stinger Organization and the Citizens present the concerns raised under Public comment and the possible solutions for the usage of the Concession Stand. It was stated that the Staff and the Stingers had discussed three possible options on handling concession stand issues. Those were for the Stinger Organization to operate the Concession stand for any other event and keep all proceeds, second for the Stingers to operate the Concession stand with an agreement to share the proceeds on a pre-determined amount and third for the organization that is holding on event at the Stadium to run concessions from another location on the grounds.

When asked if the three options were in the proposed lease it was indicated that they were not. After some discussion of the importance of all organizations to the community, the importance to having everything clearly stated in the lease and to allow Staff time to work out the exact language with the Stingers, it was moved, seconded and passed to refer the Lease back to Staff and Parks and Recreation Board to work out the details.

Wild Oar Rentals Agreement- Resolution

Staff the presented a proposed agreement with the Wild Oar group to use space at Robbins Island for the “water craft” rental business and the selling of pre-packaged food products.

The Wild Oar has been pursuing the utilization of Robbins Island for the rental/concession for a couple of years. And staff has been working with the owners to finalize the agreement but have been delayed due to the owner trying to finalize and supply the required Insurance Certificates.

Staff is recommending to approve the agreement with Wild Oar at \$20 per season and to require them to present and explain their information to the next Park and Recreation board meeting dated June 19th at 1:30 at the Civic Center.

The committee discussed the proposed fee of \$20 per season and expressed concerns if this amount was enough to cover administrative costs to issue and monitor the permit. It was the feeling by the committee that the amount proposed would not cover the costs and it was moved, seconded and passed to introduce a resolution to authorize the Mayor and Administrator to sign the agreement and amend the proposed fee from \$20 per season to \$50 per month.

Glacial Ridge Curling Agreement Amendment- Resolution

The committee reviewed a request from the Glacial Ridge Curling Club to amend their agreement with the City by allowing the Club to be able to hire an Architect and apply those costs to the 60% requirement to start the project and second to be able to apply in kind donations to also be applied to the 60% Cash donation in section 5.2.2 and section 4.1.1.

Staff has been working with the City Attorney to revise the agreement as proposed and the Parks and Recreation Board is recommending approval of the amended agreement as presented.

It was then moved, seconded and passed to introduce a resolution to authorize the Mayor and City Administrator to sign the Amended to the Glacial Ridge Curling Club agreement as presented.

Local Option Sales Tax- (Resolution –Ordinance)

The committee reviewed the requirements to move forward on the implementation of the Local Option Sales Tax as was approved at the November 2018 election.

In order to move forward on the implementation of the Local Option Sales Tax, and in order to have the tax start at the earliest possible date of October 1, 2019. The City will have to be able to meet the requirement to notify the Department of Revenue 90 days before, which would be no later than July 1st.

In order to meet the July 1st deadline the City per, special session law, City Charter and the Department of Revenue Rules and Regulations would have to take the following actions.:

1. Pass a resolution to implement the Special session statute to implement the tax as authorized
2. Per Charter and Law introduce an Ordinance spelling out the tax and setting a Public Hearing allowing the Public to comment on the Ordinance (No additional Public approval needed due the November referendum.)
3. File the required forms and documents with the Secretary of State and the Department of Revenue by July 1st, 2019.

It was then moved by the committee to introduce a Resolution to Implement and approve the Local Option Sales Tax as approved by the voters in November and the State Legislature at their special session.

It was then moved to introduce an Ordinance to amend the City Charter authorizing the Local Option Sales Tax and Motor Vehicle Excise Tax.

Item No. 4 Information Items Discussed

Capital Outlay Project Financing and 2019 non started projects

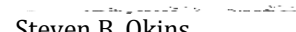
Staff and the committee reviewed all upcoming Capital Project Financing issues and reviewed and discussed the 2019 Capital Projects that have not been started at this time.

Review Meeting Schedule

The committee reviewed the future Meeting Schedule. It was discussed that this will be available at all future meetings, so items discussed or requested can be added and the Council will be informed of when certain items are scheduled to be discussed.

There being no further business to come before the Committee, the meeting was adjourned at 7:00 PM by Chair Nelsen.

Respectfully submitted,


Steven B. Okins
Finance Director